



Embassy of the United States of America
Consular Section
Amman, Jordan

**How to File an Immigrant Petition
at this Embassy**

The United States Citizenship and Immigration Services (USCIS) has sole authority under U.S. law to approve immigrant petitions. As there is no USCIS representation in Jordan, for more information on how to file with the USCIS, please contact your local USCIS office in the U.S. or visit www.uscis.gov. Under certain circumstances, this petition approval authority is delegated to the Embassy. One of these circumstances is that the petitioner must be a United States citizen. In addition, the petitioner must be a resident of this consular district (Jordan and Iraq).^{*} Residents are persons who have the legal right to live in the consular district and whose principal, actual place of residence has been in Jordan or Iraq for at least one year.

Any petition (I-130) which is not completely and properly filled out or which is not accompanied by the necessary documents will be returned without action.

Submitting a petition to the Embassy gives a consular officer the authority to approve the petition. If the consular officer decides that the case is not clearly approvable, the Embassy must forward the petition to USCIS Athens for further processing. This may take six months or more. Any decision to forward a petition to USCIS Athens is final.

If your petition is approved:

All correspondence related to your petition will be sent to the address listed for the beneficiary on the I-130 petition, unless another address is specified in writing. Please ensure that the address you provide is clear and complete. The petitioner is responsible for the accuracy of all information provided.

Requirements for filing any petition

- All petitioners must schedule an appointment. To do so send

an e-mail to I-130apptsamman@state.gov, or fax the Immigrant Visa Unit a request at 590-6152. Appointments to file petitions at the Embassy are given on a first come, first served basis. Due to the heavy demand for appointments and the volume of requests to reschedule, unfortunately we do not have the capacity to accommodate requests for earlier appointments. No appointment is required to file a petition with the USCIS in the U.S.

- The petitioner and beneficiary should have a legitimate existing relationship when requesting the appointment. For example, if filing for a spouse, the couple must already be married and have a marriage certificate.
- Proof of the petitioner's U.S. citizenship (valid American passport, or naturalization certificate, or birth certificate, if born in the U.S.).
- The petitioner's and the beneficiary's passports.
- The petitioner and the beneficiary must be present at the interview.
- Proof of legal name change for both petitioner and beneficiary, if applicable.
- 190 U.S. dollars (cash) or the equivalent 135.000 Jordanian dinars (cash).

Requirements for filing for a spouse:

- √ Form I-130 (one form for each applicant).
- √ Original¹ marriage contract issued from the Shria Court (certified by Qadi Al-Qudah²) or original marriage certificate (certified by head of church³) with an English translation and a copy of both. *The Jordanian government must authenticate all non-Jordanian or non-American documents.*
- √ Original¹ proof of the termination of any prior marriage(s) for the beneficiary and petitioner with an English translation and a copy of both. *The Jordanian government must authenticate all non-Jordanian or non-American documents.*
- √ One Form G-325A Biographic Information each for the petitioner and the beneficiary.
- √ One photograph each of the petitioner and beneficiary.
- √ Photographs of the wedding ceremony and/or wedding party.
- √ Valid passports for both petitioner and beneficiary.

Ø ***The Embassy will not accept a petition if the petitioner has returned to the United States at any time since the***

marriage occurred. Such petitioners should file with the USCIS in the United States.

- Ø *The Embassy cannot accept any petition in which one or both spouses are under the age of eighteen (18).*

Requirements for filing for a child:

- √ Form I-130 (one form for each applicant).
- √ Original¹ marriage contract (certified by Qadi Al-Qudah²) or original marriage certificate (certified by head of church³) for the parents with an English translation and a copy of both. *The Jordanian government must authenticate all non-Jordanian or non-American documents.*
- √ Original¹ proof of the termination of any prior marriage(s) for the petitioner with an English translation and a copy of both. *The Jordanian government must authenticate all non-Jordanian or non-American documents.*
- √ Original¹ birth certificate for the child with an English translation and a copy of both.
- √ Photo ID for the child. If the child is included in a parent's passport, the child's photograph must be attached and the child's name must be translated into English.

Requirements for filing for a parent:

- √ Form I-130 (one form for each applicant).
- √ Original¹ marriage contract (certified by Qadi Al-Qudah²) or original marriage certificate (certified by head of church³) for the parent(s) with an English translation and a copy of both. *The Jordanian government must authenticate all non-Jordanian or non-American documents.*
- √ Original¹ birth certificate for the petitioner with an English translation and a copy of both. *The Jordanian government must authenticate all non-Jordanian or non-American documents.*

Final note:

The decision to hire an attorney or consultant is entirely up to the applicant. Procedures for submitting a petition and applying for a visa can be completed without assistance

following the instructions provided. However, if applicants prefer to use outside assistance, that is their choice. There are many legitimate immigration consultants and attorneys assisting applicants for reasonable fees.

* The Embassy may waive this requirement only in cases which involve clear and compelling humanitarian circumstances. The burden is upon the petitioner to provide convincing evidence that such circumstances exist. The discretion to review such cases lies with the Embassy.

¹ 9 Foreign Affairs Manual 42.41 N7.3 (b)

² The court that is in charge of all Sharia courts in Jordan (located in Wasfi Al Tel Street, behind Al Tabaa Mosque)

³ The church officer who is in charge of your denomination in Jordan